

AGENDA

MEETING OF THE MAYOR AND ALDERMEN

JUNE 26, 2003

1. Recommend approval of the minutes of the meeting of June 12, 2003.
2. An appearance by Kari McDonald from Jenkins High School, Korey Burns from Johnson High School and Tim Garret, Regional Director for Domino's Pizza, for the presentation of two \$1,000.00 scholarships from the National Conference of Black Mayors, Inc.

ALCOHOLIC BEVERAGE LICENSE HEARINGS

3. Brian D. Curry t/a Jazz'D Tapas Bar, requesting a liquor, beer and wine (drink w/Sunday sales) license at 52 Barnard Street, which is a new location between Broughton and Congress Streets in District 1. Recommend approval.

PUBLIC HEARINGS

- 3.1. Eastside Neighborhood Redevelopment Plan. A public hearing to present information and receive comments concerning the Eastside Neighborhood Redevelopment Plan. The plan was prepared by the Department of Community Planning and Development, the Eastside Planning Committee, and Eastside Concerned Citizens, Inc. to address issues critical to the livability of the Eastside neighborhood. Designation of the neighborhood as an urban redevelopment area, scheduled for the July 10th Council meeting, is a prerequisite for adoption of the plan. (See memo at back of agenda.)

PETITIONS

- 3.2. Carl O. Carlson – Petition #9544, requesting to transfer Bonaventure Cemetery, Section A, Lot 344, Spaces 4, 5, 8, 10 and 12, from Axle E. Carlson (deceased father) to Michael Schwarz. Recommend approval. Records on file at Bonaventure Cemetery, show this lot in the name of A. Carlson. There is no reason transfer should not be made as requested by his heir.

- 3.3.** Joseph L. Flores – Petition #9545, requesting to transfer Bonaventure Cemetery, Greenwich Addition, Section 10, Block R, Lot 17, from Joseph L. Flores to Michael J. Flores (Space 4), to Dominicue P Flores (Space 5). Recommend approval. Records on file in the Office of the Clerk of Council, Bonaventure Cemetery, Greenwich Addition, Book of Titles C, Folio 304, show this lot in the name of Joseph L. Flores. There is no reason transfer should not be made as requested by lot owner.
- 3.4.** Derrelle D. Pridgen Sr. - Petition #9546, requesting to transfer Bonaventure Cemetery, Section L, Lot 1036, all available spaces, from Marion A. Pridgen (deceased father) to Derrelle D. Pridgen (heir). Recommend approval. Records on file in the Office of the Clerk of Council, Bonaventure Cemetery, Book of Titles E, Folio 89, show this lot in the name of Marion A. Pridgen. There is no reason transfer should not be made as requested by his heir.
- 3.5.** Julie Frances Kuhr and Lee Jay Kuhr, Jr. – Petition #9548, requesting to transfer Bonaventure Cemetery, Section P, Lots 213 and 214, all available spaces, from Carrie Frank (deceased grandmother) to Julie Frances Kuhr and Lee Jay Kuhr, Jr. (heirs). Recommend approval. Records on file in the Office of the Clerk of Council, Bonaventure Cemetery, Book of Titles A, Folio 497, show these lots in the name of Carrie Frank. There is no reason transfer should not be made as requested by her heirs.
- 3.6.** Carolyn E. Ruiz and Roberta Kent – Petition #9550, requesting to transfer Bonaventure Cemetery, Section Q, Lot 88, Spaces 1, 4, 5, 6, 7, 8, 9 and 12 from Horace Dugger (deceased great uncle) to Carolyn E. Ruiz and Roberta Kent (heirs). Recommend approval. Records on file in the Office of the Clerk of Council, Bonaventure Cemetery, Book of Titles G, Folio 150, show this lot in the name of Horace Dugger. There is no reason transfer should not be made as requested by his heirs.
- 3.7.** Richard J. Cortelli – Petition #9551, requesting to transfer Bonaventure Cemetery, Greenwich Addition, Section 13, Block O, Lot 5, Space 1, from Audrey Cortelli (deceased wife) to Richard J. Cortelli (Executor of Estate). Recommend approval. Records on file in the Office of the Clerk of Council, Bonaventure Cemetery, Greenwich Addition, Book of Titles D, Folio 89, show this lot in the name of Audrey M. Cortelli. There is no reason transfer should not be made as requested by her heir.

- 3.8. John F. Johnson and Marjorie F. Johnson – Petition #9552, requesting to transfer Bonaventure Cemetery, Section L, Lot 520, all available spaces, from J. M. Caswell (deceased grandfather) and M. M. Caswell (deceased uncle) to John F. Johnson (grandson/nephew) and Majorie F. Johnson. Recommend approval. Records on file in the Office of the Clerk of Council, Bonaventure Cemetery, Book of Titles C, Folio 497, show this lot in the names of J. M. and M. M. Caswell. There is no reason transfer should not be made as requested by their heir.

ORDINANCES

First and Second Readings

4. No Parking. An ordinance to prohibit parking on the south side of Jackson Boulevard for approximately 650 feet to the east of Habersham Street and on the north side for 40 feet east of Habersham Street. (Traffic Engineering Report approved June 12, 2003.) Recommend approval.
5. One-Way Traffic. An ordinance to authorize converting Battey Street, between 48th and 49th Streets, to one-way traffic in the southbound direction only during school hours. (Traffic Engineering Report approved June 12, 2003.) Recommend approval.

RESOLUTIONS

6. Remnant Lot Deed. A resolution to authorize granting a deed to Mount Carmel Baptist Church, Inc. for 0 Augusta Avenue (PIN 2-0019-18-021) as allowed under Georgia Code Section 36-37-6(g). Recommend approval. On January 25, 2001, Council declared this lot surplus and authorized offering it to the neighboring property owners for a nominal fee. Georgia Law authorizes cities to forego selling small or irregularly shaped lots via public bid. The two abutting property owners were notified and one of them, Mount Carmel Baptist Church, Inc., expressed its willingness to acquire the property under the City's remnant lot program.

MISCELLANEOUS

7. Council Meeting Dates in November and December. Recommend rescheduling the November 27 meeting to Tuesday, November 25 due to Thanksgiving and rescheduling the December 11 and 25 meetings to Thursday, December 18 and Monday, December 22 due to the National League of Cities and Christmas. Recommend approval.

BIDS, CONTRACTS AND AGREEMENTS

8. Dean Forest Road Landfill Expansion - One Time Purchase - Bid No. 03.0126. Recommend approval to procure waste relocation and construction of additional lined landfill capacity from Cooper-Barnett-Page, Inc. (CBP, Inc.) in the amount of \$14,227,000.00. The construction will relocate waste from Cell 1C-1 and construct cells 1C1, 1C2 and 1C3 to provide additional lined landfill capacity.

The low bidder, Cooper-Barnett-Page, Inc., has met the Minority and Woman Business Enterprise goal of 12% MBE and 5% WBE.

Bids were received May 23, 2003. This bid has been advertised, opened and reviewed. Delivery: 1325 Days. Terms: Net-30 Days.

The bidders were:

L.B.	Cooper-Barnett-Page	\$	14,227,000.00
	R B Baker	\$	14,668,208.00

Funds are available in the 2003 Budget, Account No. SA 301. A Pre-Bid Conference was conducted and 17 vendors attended. Recommend approval.

9. Casey Canal South Collection System Drainage Improvements - One Time Purchase - Bid No.03.0098. Recommend approval to procure Casey Canal South Collection System Drainage Improvements from TIC (The Industrial Company) in the amount of \$18,931,924.00. The drainage improvements are needed to alleviate flooding problems in the Ardsley Park area. Major components of the improvements include construction of over 6,000 linear feet of box culverts in Harmon and other streets in the area.

The low bidder, TIC, met the Minority Business Goal of 14% and proposed 1.5 % Woman-Owned Business (WBE) participation.

Bids were received June 3, 2003. This bid has been advertised, opened and reviewed. Delivery: 910 Days. Terms: Net-30 Days.

The bidders were:

L.B.	TIC	\$	18,931,924.00
	Phoenix Construction	\$	20,828,708.51
	Gilbert Southern Corporation	\$	22,881,384.00
	W.L. Hailey	\$	23,120,000.00
	Thalle Construction	\$	24,292,545.00
	Ruby Collins	\$	27,576,669.75

Funds are available in the 2003 Budget, Account No. DR-204. A Pre-Bid Conference was conducted and 14 vendors attended. Recommend approval.

10. Westside Wastewater Treatment Plant Engineering Agreement – Amendment Number 4. The Travis Field Plant is 50 years old and has a 1.5 million gallons a day (mgd) capacity. It is large enough to serve the Airport area, but is not large enough to serve the built-out capacity of the Crossroads and Godley areas. For several years, we have planned to build a new plant to serve the Crossroads and Godley areas. Now, we also have the imminent development of the new vehicle assembly plant.

The best way to serve the westside area, considering capital and operating costs, will be to close the Travis Field Plant and build a larger plant to serve the Travis Field, SPA, Crossroads, Godley and new vehicle assembly plant areas. This will require redesigning the westside wastewater treatment plant.

Amendment No. 4 provides for the additional engineering services needed to relocate the proposed plant and expand its capacity from 2.0 mgd to 3.0 mgd. The \$589,072.00 fee includes \$336,450.00 for design services, \$142,022.00 for construction services, \$38,000.00 for an operation and maintenance manual, and \$72,600.00 for additional support services.

Recommend approval of Amendment No. 4 to the Engineering Agreement with Hussey Gaye Bell & DeYoung in the amount of \$589,072.00. The fee is reasonable. Funds are available in Account SW-906-96. (See attached memo.) Recommend approval.

11. Telephone and Paging Installation and Repair – Annual Contract – Bid No. 03.155. Recommend approval to procure telephone and paging installation and repair from Speros, Inc. in the amount of \$17,574.01. The services are needed to repair and install various telephone and paging equipment for City departments.

Bids were received June 10, 2003. This bid has been advertised, opened and reviewed. Delivery: As Needed. Terms: 4%-10 Days. The bidders:

L.B.** Speros, Inc.	\$	17,574.01
TTM, Inc.	\$	38,475.00

Funds are available in the 2003 Budget, Account No. Various-51210. A Pre-Bid Conference was conducted and two vendors attended. (**Indicates woman-owned business.) Recommend approval.

12. Crane and Hoist Maintenance – Annual Contract – Bid No. 03.137. Recommend awarding an annual contract to procure crane and hoist maintenance from Crane Pro Services in the amount of \$13,342.00. The maintenance is needed for cranes and hoists in several City facilities.

Bids were received June 3, 2003. This bid has been advertised, opened and reviewed. Delivery: As Needed. Terms: Net-30 Days. The bidders were:

L.B.	Crane Pro Services	\$	13,342.00
	Shiptech America	\$	14,204.00
	Safety Hoist & Crane	\$	18,176.00
	CJM Tech Systems	\$	18,810.00
	Crane Safety Associates	\$	18,940.00
	** Alloy Industrial	\$	19,590.00

Funds are available in the 2003 Budget, Account No. Various. A Pre-Bid Conference was conducted and five vendors attended. (**Indicates woman-owned business.) Recommend approval.

13. Repairs to Factor's Walk Wall - One Time Purchase – Sole Source. Recommend approval to procure repairs to the Factor's Walk wall from Schnabel Foundation Company in the amount of \$27,000.00. The repairs are needed to stabilize the Factor's Walk stone wall at the Lincoln Ramp.

The reason that a sole source vendor is required is that Schnabel Foundation is the only known vendor for this specialized work which involves carefully inserting large anchors into the wall.

The bidder was:

S.S.	Schnabel Foundation	\$	27,000.00
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Funds are available in the 2003 Budget. A Pre-Bid Conference was not conducted as this is a sole source purchase. Recommend approval.

14. Worm Gear Assembly - One Time Purchase - Bid No. 03. 0157. Recommend approval to procure a worm gear assembly from Walker Process Equipment in the amount of \$28,611.00. The worm gear is needed to replace a deteriorated unit at the President Street Wastewater Treatment Plant.

Bids were received June 10, 2003. This bid has been advertised, opened and reviewed. Delivery: 56 Days. Terms: Net-30 Days. The bidders were:

L.B.	Walker Process Equipment	\$	28,611.00
	Motion Industries	\$	30,329.00
	Bearings & Drives	\$	33,644.00

Funds are available in the 2003 Budget, Account No. 2553-51250. A Pre-Bid Conference was conducted and no vendors attended. Recommend approval.

15. Manhole Raising - Annual Contract - Bid No. 03.139. Recommend awarding an annual contract to procure manhole raising from Williams Construction Company in the amount of \$135,325.00. The manhole raising is needed to uncover and raise sewer manholes throughout the City that have been covered by grading or pavement over the years.

Bids were received May 20, 2003. This bid has been advertised, opened and reviewed. Delivery: As Needed. Terms: Net-30 Days. The bidders were:

L.B.	Williams Construction	\$	135,325.00
	Thomas Griffin Construction	\$	152,500.00
**	Kam Contracting	\$	221,017.50
	Savannah Paving Company	\$	265,871.75

Funds are available in the 2003 Budget, Account No. SW 509. A Pre-Bid Conference was conducted and one vendor attended. (**Indicates woman-owned business.) Recommend approval.

16. Bathroom Upgrades for Savannah Fire Station No. 8 - One Time Purchase - Bid No. 03.0143. Recommend approval to procure bathroom upgrades from G W Construction in the amount of \$13,118.00. The upgrades are needed to provide bathroom facilities for female firefighters at Fire Station No. 8 (Bee Road).

Bids were received June 3, 2003. This bid has been advertised, opened and reviewed. Delivery: 30 Days. Terms: 2% - 15 Days. The bidders were:

L.B.	G W Construction	\$	13,118.00
**	J D R Enterprises	\$	15,781.50
	Johnson Construction	\$	19,669.00
*	I L Fleming	\$	21,373.53

Funds are available in the 2003 Budget, Account No. 5140-51245. A Pre-Bid Conference was conducted and five vendors attended (*Indicates minority vendor; **Indicates woman-owned business.). Recommend approval.

17. Printing of Film Services Promotional Book – One Time Purchase – Request for Proposal No. 01.096. Recommend approval to procure printing services from Lewis Color in the amount of \$24,622.00 for a high quality book to promote Savannah to television, film and commercial producers. Lewis Color printed 1000 books in 2001 and agreed to reprint them at the original price of \$18,401.00. A sewn binding and upgraded soft cover will be added to increase durability, increasing the price by \$6,221.00 to \$24,622.00.

Proposals were received April 17, 2001. The proposal has been advertised, opened and reviewed. Delivery: 5-6 Weeks. Terms: Net-30 Days. The proposers were:

Criteria:	Experience Expertise	Reference	Process & Equipment	Production & Delivery	Monetary Fee	Total Score
Proposer	(25 pts)	(20 pts)	(20 pts)	(20 pts)	(15 pts)	(100 pts)
Lewis Color	23	18	17	17	15	90
Colson Printing	23	13	18	17	15	86
Kudzu Graphics	23	17	12	14	15	81
Kennickell	22	18	17	17	6	80
State Printing	22	18	13	15	8	76
Golomb & Golomb	15	15	18	15	3	66
Allied Printing	12	18	13	15	2	60
Coastal Paperwork	10	12	7	15	9	53
Graphic Images	0	0	0	0	10	10

Funds are available in the 2003 Budget, Account No. 0140-51275. A Pre-Proposal Conference was not conducted as this is a renewal. Recommend approval.

18. Fuel Spill Cleanup - Emergency Purchase. Recommend approval to procure fuel spill cleanup services from Moran Environmental in the amount of \$15,345.50. The services are needed to cleanup and properly dispose of fuel spilled at the Savannah Airport. This spill was caused by a flooded oil-water separator which allowed the fuel to be discharged into the sewer line. The fuel had to be contained and removed from the system before it reached the Travis Field Treatment Plant.

This procurement was handled on an emergency basis due to the critical need for the work. The bidder was:

E.P. Moran Environmental \$ 15,345.50

Funds are available in the 2003 Budget, Account No. 2554-51295. A Pre-Bid Conference was not conducted as this is an emergency purchase. Recommend approval.

19. Storm Debris Removal – Contingency Contract – Bid No. 03.166. Recommend approval to procure storm debris removal services on a contingency basis from Ashbritt, Inc. (Primary) in the amount of \$17,500.00, Ceres Environmental (Secondary) in the amount of \$33,920.00 and D & J Enterprises (Tertiary) in the amount of \$40,430.00. No expenditures will be made under this contract unless storm debris removal assistance is needed by City departments due to a hurricane or other disaster.

Bids were received June 10, 2003. This bid has been advertised, opened and reviewed. Delivery: As Needed. Terms: 1-1 ½ %-15 Days. The bidders were:

L.B. * Ashbritt, Inc.	\$	17,500.00
Ceres Environmental	\$	33,920.00
D & J Enterprises, Inc.	\$	40,430.00
TFR Enterprises, Inc.	\$	44,400.00
DRC, Inc.	\$	45,375.00
Phillips and Jordan, Inc.	\$	47,500.00
Moran Environmental Services, Inc.	\$	198,000.00

Funds are available in the 2003 Budget, Account No. 511-7101. A Pre-Bid Conference was conducted and five vendors attended. (*Indicates minority vendor.) Recommend approval.

20. Coliform Reagent – Annual Contract Renewal – Bid No. 03.197
Coliform Reagent – Annual Contract Renewal – Bid No. 03.197. Recommend renewing an annual contract to procure coliform reagent from IDEXX Laboratories in the amount of \$11,000.00. The coliform reagent is used to monitor drinking water quality at the I & D Water Treatment Plant.

The reason why a sole source vendor is required is that IDEXX is the only known supplier of this specialized material and is used by the State Environmental Protection Division.

Bids were originally received June 5, 2001. This bid has been opened and reviewed. Delivery: One Week. Terms: Net-30 Days. The bidder was:

S.S. IDEXX Laboratories	\$	11,000.00
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Funds are available in the 2003 Budget, Account No. 2581-51323. A Pre-Bid Conference was not conducted as this is a sole source purchase. Recommend approval.

21. Whitemarsh Island Elevated Water Tank (WT-312) - Approval of Amendment No.1 to Consultant Agreement. The consulting firm of Thomas & Hutton Engineering Company has submitted Amendment No. 1 to their engineering services agreement requesting an increase in the amount of \$24,810.00 for the Whitemarsh Island Elevated Water Tank.

Amendment 1 is needed to add construction contract administration services and field inspection services to the original 1999 agreement. The services include verifying utility easements and property boundaries, reviewing shop drawings, and part-time resident inspection.

Recommend approval of Amendment No.1 in the amount of \$24,810.00. The fees are reasonable. Funds are available. Recommend approval.

22. Demolition of Unsafe Structure – Annual Contract – Bid No. 03.125. Recommend approval to procure demolition of unsafe structures from American Landscape (Primary), Ace's One Construction (Secondary) and American Clearing and Hauling (Tertiary) in the amount of \$291,150.00. The services will be used by Housing Code Enforcement to demolish unsafe buildings. Three contractors are required for adequate coverage when there are several demolition projects.

Bids were received June 3, 2003. This bid has been advertised, opened and reviewed. Delivery: As Needed. Terms: Net-30 Days. The bidders were:

L.B. * American Landscape	(Primary)	\$	291,150.00
L.B. * Aces Construction	(Secondary)	\$	315,740.00
L.B. * American Clearing & Hauling		\$	336,475.00
Empire Dismantlement Corp.		\$	457,545.00
* B & B Demolition		\$	472,325.00
Atlas Aggregates & Excavating		\$	575,100.00
* I. L. Fleming Construction, Inc.		\$	631,590.00

Funds are available in the 2003 Budget, Account No. 101-3106-51297. A Pre-Bid Conference was conducted and six vendors attended. (*Indicates minority vendor.) Recommend approval.

23. Install New Escalator #1A - Savannah/Hilton Head International Airport. The Savannah Airport Commission requests authorization to enter into a contract with Choate Construction Company in the amount of \$146,576.00 to install a new escalator. Installation of this planned escalator was deferred.

The bidders were:

L.B. Choate Construction Company	\$	146,576.00
Dabbs-Williams	\$	152,500.00
Pioneer Construction, Inc.	\$	172,475.00
M.C.N. Construction & Management, Inc.	No Bid	

Recommend approval.

24. Quality Self-Service Fuel Facility - Final Change Order - Savannah/Hilton Head International Airport. The Savannah Airport Commission requests approval of the final Change Order with Donald Rushing Construction Company in the amount of \$22,026.00 to complete the construction of the Quality Self-Service Fuel Facility on the General Aviation apron. The size and scope of the project changed after the contract was awarded in the amount of \$14,726.00. Recommend approval.

25. General Aviation Connector Taxiways - Change Order No. 1 (Final) - Savannah/Hilton Head International Airport. The Savannah Airport Commission requests approval of Change Order No. 1 (Final) with R. B. Baker Construction, Inc. in the deductive amount of \$53,787.54 for the General Aviation Connector Taxiways project. The original contract amount was \$315,943.90 and the final contract amount is \$262,156.36. Recommend approval.
26. AIP-34 Construct Taxiway "F" and Reconstruct Air Cargo Apron - Change Order No. 2 (Final) - Savannah/Hilton Head International Airport. The Savannah Airport Commission requests approval of Change Order No. 2 (Final) with Shamrock International Corporation in the deductive amount of \$169,906.72 for the AIP-34 Construct Taxiway "F" and Reconstruct Air Cargo Apron project. This project is complete and the change order reflects actual quantities. The original contract amount was \$2,595,420 and the final contract amount is \$2,501,201.28. Recommend approval.
27. 15-Ton Rooftop Air Conditioning Unit - Savannah/Hilton Head International Airport. The Savannah Airport Commission requests authorization to procure a 15-ton air conditioner from York International, Inc. in the amount of \$13,942.00 to replace the more than 15-year old unit at the Airport Business Center Restaurant.

The bidders were:

L.B.	York International Corporation	\$	13,942.00
	Interstate General Government	\$	22,366.00
	Boaen Mechanical		No Bid
	Climatech Air		No Bid

Recommend approval.

28. Acoustical Ceiling Tiles - Savannah/Hilton Head International Airport. The Savannah Airport Commission requests authorization to procure acoustical ceiling tiles from Continental Flooring Company in the amount of \$32,664.63. The tiles are needed to replace ceiling tiles in the bag claim and ticket counter areas.

The bidders were:

L.B.	Continental Flooring Company	\$	32,664.63
	MO's Discount Lumber	\$	35,880.00
	Lowe's	\$	60,312.50
	Capital Materials of Savannah	\$	42,000.00
	CHOO-CHOO Building It Mart	\$	48,000.00

Recommend approval.

ALCOHOLIC BEVERAGE LICENSE SHOW CAUSE HEARINGS

29. A & K Food Mart. A hearing for Dilip M. Patel to show cause why the application for a beer and wine (package) license at 9137 White Bluff Road, which is located between Television Circle and Montgomery Cross Road in District 5, should not be denied due to the 2003 application for renewal having been filed not in compliance with the ordinances governing renewal, and due to concerns about the management of the business. (Continued from June 12, 2003. **See attached memo.**)
30. Shreena Trading Inc. A hearing for Kaushal M. Patel to show cause why the application for a beer and wine (package) license at 2200 Habersham Street, which is located between 38th and 39th Streets in District 5, should not be denied due to the 2003 application for renewal having been filed not in compliance with the ordinances governing renewal, and due to concerns about the management of the business. (Continued from June 12, 2003. **See attached memo.**)
31. Deepali Enterprise, Inc. A hearing for Premila P. Patel to show cause why the application for a beer and wine (package) license at 825 Tibet Avenue, which is located between Middleground and Jamestown Roads in District 6, should not be denied due to the 2003 application for renewal having been filed not in compliance with the ordinances governing renewal, and due to concerns about the management of the business. (Continued from June 12, 2003. **See attached memo.**)

City of Savannah
Summary of Solicitations and Responses
For June 26, 2003 Agenda

<u>Bid Number</u>	<u>Annual Contract</u>	<u>Description</u>	<u>Local Vendor Available</u>	<u>Minority Vendor Available</u>	<u>Total Sent</u>	<u>Sent to Minority</u>	<u>Total Received</u>	<u>Received From Minority</u>	<u>Est. Award Value</u>	<u>Est. Min. Award</u>	<u>Low Bid Vendor Type</u>	<u>M/WBE Sub</u>	<u>Vendor Type</u>
B03.126		Dean Forest Road Landfill Expansion	No	No	7	0	2	0	\$14,227,000.00	\$0.00	D	\$2,418,590.00	A,C,F
B03.098		Casey Canal South Collection Drainage Improvement	Yes	No	9	0	6	0	\$18,931,924.00	\$0.00	B	\$2,929,702.00	A,E,F
B03.155	X	Telephone and Paging Installation Repair	Yes	Yes	37	1	2	0	\$ 17,574.10	\$17,571.10	E	0	0
B03.021	X	Grounds Maintenance for Laurel Grove South Cemetery	Yes	Yes	60	8	7	4	\$ 52,000.00	0	B	0	0
B03.137	X	Crane and Hoist Maintenance	Yes	Yes	76	12	6	1	\$ 13,342.00	0	D	0	0
Sole Source		Repairs to Factor's Walk Wall	No	No	1	0	1	0	\$ 25,000.00	0	D	0	0
B03.157		Worm Gear Assembly	Yes	Yes	80	9	3	0	\$ 28,611.00	0	D	0	0
B03.139		Manhole Raising	Yes	Yes	153	31	4	1	\$135,325.00	0	D	0	0

City of Savannah
Summary of Solicitations and Responses
For June 26, 2003 Agenda

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B03.143		Bathroom Upgrades for SFD #8	Yes	Yes	240	101	4	2	\$ 13,118.00	0	D	0	0
B01.096		Printing of Film Services Promotional Book	Yes	Yes	15	1	9	0	\$ 24,622.00	0	D	0	0
E.P.		Fuel Spill Cleanup	Yes	No	1	0	1	0	\$ 15,345.00	0	B	0	0
03.166		Storm Debris Removal	Yes	Yes	78	44	7	1	\$ 17,500.00	0	C	0	0
03.197	X	Coliform Reagent	No	No	1	0	1	0	\$ 11,000.00	0	D	0	0
03.125	X	Demolition of Unsafe Structures	Yes	Yes	155	72	7	5	\$291,150.00	\$291,150.00	A	0	0

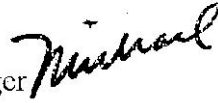
VENDOR(S)*

- A. Local Minority
- B. Local Non-Minority
- C. Non-Local Minority
- D. Non-Local Non-Minority
- E. Woman Owned
- F. Non-Local Female

INTER-DEPARTMENTAL MEMORANDUM

To: Mayor and Aldermen

From: Michael B. Brown, City Manager



Subject: Eastside Neighborhood Redevelopment Plan

Date: June 23, 2003

Background

The Eastside Neighborhood Redevelopment Plan has been prepared in a partnership between the Department of Community Planning and Development staff, members of the Eastside Planning Committee, and Eastside Concerned Citizens, Inc. This redevelopment plan has been prepared to address key issues which are critical to the livability of the neighborhood, such as housing conditions and vacant lots, social and economic development, home ownership, land use and zoning, public infrastructure conditions, historic preservation, cleanliness, and public safety. The plan includes documentation to substantiate the presence of dilapidated buildings and deteriorated infrastructure and public safety conditions, which are detrimental to the quality of life of the residents. Also, this plan is a prerequisite for designating the Eastside neighborhood an urban redevelopment area.

The plan provides a complete analysis of neighborhood conditions, including a socioeconomic profile of the neighborhood; an analysis of existing land uses and zoning; an assessment of structures and occupancy status for residential structures; and assessments of public infrastructure conditions, environmental conditions and historic resources, economic conditions and public safety.

The plan is directed toward improving the physical, human and economic conditions, as well as enhancing the livability of the neighborhood. The goals, objectives and strategies in this plan focus on stabilizing and maintaining the character of the neighborhood by improving infrastructure, housing and economic conditions, protection of the environment and historic resources, and ensuring that residents are provided the opportunity to live in a safe and pleasant neighborhood.

The Eastside Neighborhood Redevelopment Plan includes a five year work program listing specific actions to be implemented by the Eastside Concerned Citizens, Inc., and the City of Savannah. The work program is designed to provide guidance to the City regarding cost estimates and available resources. It also identifies appropriate city departments responsible for program and/or project implementation.

Conditions Summary

The Eastside neighborhood is bounded on the north by Liberty and Wheaton Street; on the west by East Broad Street; on the south by Anderson Street; and on the east by Waters Avenue. Based on the 2000 Census, this is a community of some 2,085 people,

97% of which are African-Americans, and 38% of which live below the poverty level. The neighborhood has 863 residential units, 29% of which are owner-occupied, compared to the City rate of 45%; 56% are renter-occupied, compared to 44% citywide, and 14% are vacant.

The Eastside Concerned Citizens, Inc. (ECCI), a neighborhood association representing the neighborhood, and residents have identified the following as the major problems in the neighborhood: crime, land use and zoning conflicts; abandoned residential and commercial buildings; unattractive and declining Waters Avenue Commercial Corridor; deteriorating infrastructure; unmaintained vacant lots; high poverty rate and unemployment; inadequate programs for youth and senior citizens; possible environmental contamination from lead and old industrial and commercial sites, and low home ownership.

These aforementioned problems notwithstanding, there is a renewed interest in the future of the Eastside neighborhood as well as potential opportunity for redevelopment. The following are assets to the community: the presence of Spencer Elementary and Hubert Middle Schools and religious institutions; the Entrepreneurial Center; presence of an active neighborhood association (ECCI) and OUR HOUSE Center for neighborhood programs; a strong residential base; rich historic neighborhood; proximity to the Savannah's downtown Historic District; bus routes; Mother Matilda Beasley Park, located on East Broad; Family Resource Center; W. W. Law Center and recreation facility; and Soldiers Field Playground. Additionally, between 1990 and 2000, vacant housing units declined by 60%; renter-occupied housing units declined by 26%; value of homes appreciated by 77%; renters paying more than 30% of their income on housing costs dipped by 34%; household income for \$35,000 – 49,999 and \$50,000 - 74,999 categories appreciated by 24% and 74% respectively; average household income rose by 66% and wage and salary by 32%. The ECCI has developed multi-faceted partnerships with the City of Savannah, Casey Foundation, United Way of Coastal Empire, Memorial Medical System, Union Mission, Savannah State University and other agencies.

Current Redevelopment Efforts

Recent activities contributing to the revitalization of the Eastside neighborhood include:

- The Eastside Concerned Citizens, Inc., (ECCI) received a total of \$37,642 through the Grants for Neighborhoods Programs to support the Our House Project and to implement self-help neighborhood projects; and \$2,000 through the Grants for Blocks Program, to carry out small-scale neighborhood improvement projects.
- With the City's assistance, ECCI established a vacant lot maintenance program to cut City and/or privately-owned lots. ECCI also received \$2,880 under the Target Area Blight Reduction Program, to cut, clean and clear litter and vegetation, and lay mulch.
- ECCI successfully submitted grant applications and received \$20,000 in United Way Great Idea Grant funds to train neighborhood youth in carpentry.
- The City offered a Home Security Program to neighborhood homeowners through ECCI. ECCI qualified nine homeowners for the program, totaling \$4,823 in CDBG funds. This was completed in 2002. The City also implemented a Neighborhood

Volunteer Paint Program to homeowners, through ECCI, in which 6 houses were completed, totaling \$19,667 in CDBG funds. The Housing Department expects to utilize \$60,000 in CDBG funds - about \$3,000 per house if ECCI paints 20 houses a year.

- ECCI developed one house in the Eastside neighborhood with the help of a local bank that provided a \$72,943 first mortgage, while the City provided a \$20,000 second mortgage. The house has since been sold as owner-occupied.
- The Housing Department is working in collaboration with two private and non-private developers to help finance the construction and sale of in-fill houses in the ECCI neighborhood. Ten in-fill houses have been constructed, with three of them being sold, totaling \$82,130 in private funds and \$222,283 in public funds. Another 10 infill houses will be developed and sold in the ECCI neighborhood during the next twelve months. This project is estimated at \$1,200,000 (\$480,000 - Public funds, \$720,000 - Private funds).
- The Housing Authority of Savannah's HOPE VI Project will result in the acquisition and development of affordable housing in the ECCI neighborhood. This will boost homeownership in the Eastside. ECCI is expected to be involved in helping to market for sale- and for-rent properties.
- Community Housing Services Agency, Inc. (CHSA) will continue to offer affordable rental property development loans to rental property owners in the ECCI neighborhood. Two units received loans this year totaling \$10,000 in Public funds and \$83,600 in Bank funds.
- Completed Phase I of the W.W. Law Center, which included roof repair. The total cost was \$89,000. Planning for the Phase II of W.W. Law Center renovation project is in progress. The project is estimated at \$308,000.
- The City completed and opened the Entrepreneurial Center. The \$980,000 Center is a major economic development infrastructure investment and has spaces for about 7 - 10 "incubating" businesses. It provides on-site technical assistance, staff and other support.
- Completed Gwinnett Street Underpass project at the cost of \$95,000.
- The Chatham County Department of Family and Children Services (DFCS) is constructing an office complex at the north end of the neighborhood. The 110,000-square foot building will anchor revitalization effort in the northern portion of the neighborhood. The project is estimated at well over \$12 million.
- The City completed major improvements on Wheaton Street including construction of a new sidewalk to improve pedestrian safety. The cost of the project is estimated at \$2.6 million.
- Under the approved 2003 - 2008 Special Purpose Local Option Sales tax (SPLOST), the Mother Matilda Beasley Park, located on East Broad, will receive \$1.9 million in improvement. Also, \$6.5 million in SPLOST funds will be earmarked for neighborhood redevelopment, which will benefit the Eastside neighborhood.
- The Chatham Area Transit Authority (CAT) has adopted a Bench and Amenity Plan, which will benefit the Eastside neighborhood. The project involves strategic placement of shelters and benches throughout the system as well as increasing the number of amenities provided each year.

Public Hearing

A public hearing is required prior to the adoption of the plan and will be held as part of the June 26 Council meeting. This meeting was advertised on Wednesday, June 11, 2003. Following the public hearing, the plan will be scheduled for adoption by the City Council on July 10, 2003.

Process After Adoption of Plan

Successful adoption of the redevelopment plan will afford the City certain powers in requiring property owners to develop or redevelop their property. Clearly, the greatest benefit will result from the public-private partnerships now existing in the neighborhood. Specific actions—next steps—which will be taken are:

1. The Eastside neighborhood will become a designated redevelopment area of the City's revitalization efforts. This will enable resources to be designated for the improvement of the physical, social, and economic conditions of the neighborhood.
2. The Eastside Concerned Citizens, Inc., will continue to receive technical assistance from the City to improve capacity building and enhance the effectiveness of the association.
3. The partnership between the City and the residents, and public and private groups with interest in the revitalization of the Eastside neighborhood, will be maintained through the following: monthly meetings, the activities of block captains, and neighborhood participation in revitalization efforts.
4. With the adoption of the plan, the neighborhood will be protected from incompatible development.

Recommend that the Eastside Neighborhood Redevelopment Plan be considered for adoption on Thursday, July 10, 2003.

MBB:IGS:TY:AI

cc: Israel Small
Taffanye Young
Alex Ikefuna

Y:\2003\Eastside\mayor and council hearing summary-6-26-03

INTER-OFFICE MEMORANDUM



TO: Mayor and Aldermen
FROM: Michael Brown, City Manager
SUBJECT: Westside Wastewater Treatment Strategy
DATE: June 13, 2003

Michael Brown
by *BA*

The airport area is now served by the Travis Field wastewater treatment facility which is 50 years old and has a 1.5 mgd capacity. This plant is large enough to serve the area around the airport, but is not large enough to serve built-out capacity of Crossroads and Godley. For a number of years, we have had a plan to build a new plant on the westside to serve this build-out potential of the Crossroads and Godley areas. Now, we also have the imminent development of the new vehicle assembly plant.

Therefore, we have evaluated the overall best means to serve the westside area, both in terms of capital costs and future operating costs. We have determined that it will best be accomplished by closing the Travis Field Plant and building the new westside plant large enough to serve the present Travis and SPA areas as well as the build-out capacities of Crossroads, Godley, and the new plant site. In order to combine these facilities, we will need to modify and expand the design of the new westside plant.

Since 1997, Savannah has had plans to construct a new wastewater treatment plant to serve the northwest quadrant of Chatham County. This new plant would coincide with the projected growth and development in the annexed areas of Godley North and the Crossroads area. The new plant would also provide for existing growth and development in the airport and surrounding tracts.

In early 2000, a major auto facility expressed interest in locating in Chatham County. By July 15, 2003, Daimler Chrysler will make a formal announcement to locate in Pooler. One of the major reasons the Chatham County site was selected was the availability of water and sewer to serve. The Daimler facility would need approximately 700,000 gallons of water and would generate 600,000 GPD of wastewater for treatment. These additional flows would use up all of the existing capacity of the new plant being considered. Staff has now recommended that the new plant be sized up from 2.0 to 3.0 MGD and be located at a 37 area site located adjacent to the I & D plant. This site is at elevation 35 feet MSL. The original site is at 10 feet MSL and would require extensive foundation cost due to the unsuitable soils. The new site at the I & D Plant will also remove the new plant out of the flood plain to one of the highest elevations in Chatham County.

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The City of Savannah currently operates four wastewater treatment plants serving both City of Savannah and unincorporated Chatham County. The Service Areas are defined below:

President Street Plant:	City of Savannah Main; Wilmington Island; Whitmarsh Island; Runaway Point; Dutch Island; Isle of Hope; Thunderbolt; plus several adjacent incorporated areas
Wilshire Plant:	All City of Savannah south of Montgomery Crossroads and west of White Bluff Road
Georgetown Plant:	Georgetown; Gateway; recently annexed Bradley Plantation and Sweetwater tracts; County Rice Mill development; Henderson development
Travis Field Plant:	City of Savannah airport; Crossroads, SPA Park, and Godley North; Pooler at South Godley; unincorporated Southbridge; Gulfstream

In 1995, Amendment No. 5 to the 201 Facilities Plan designated the Northwest Quadrant of Chatham County as the Sewer Service Area for the City of Savannah. This new service area included the Godley Tract and the Crossroads Tract that was yet to be developed. In addition, the plan included existing Savannah service areas which includes Travis Field, SPA Park, and the Southbridge development.

In 1997, Hussey, Gay, Bell & DeYoung was selected by the City of Savannah to provide engineering services for the design of a new 2.0 MGD wastewater treatment plant to serve the Northwest Quadrant. Phase 1 was 2.0 MGD with ultimate build out to 4.7 MGD. The Plan also recommended the continued use of the 1.5 MGD Travis Field Plant to treat high strength industrial waste.

The selected site for the new plant was a 31-acre site donated by SEDA in the Crossroads development which was annexed into Savannah in 1995. The development of Crossroads initially was a slow process and the water and sewer requirements of the clients purchasing property were lower than previously projected. The property owners, such as the Home Depot, Pier One, Dollar Tree, etc., benefitted the City due to a high personal property tax base but water and sewer contributions were lower than projected.

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Design of the 2.0 MGD Crossroads Plant proceeded but the actual construction on the plant was deliberately delayed due to the slow growth in both the Godley Tract and the Crossroads area. Flows being generated from these two areas were easily being handled by the existing Travis Field Plant. In 1998, the Capital Improvement Plan was approved by the Mayor and Aldermen which included funds to construct the new plant.

In 2001, the City was provided an opportunity to purchase 37 acres of land immediately adjacent to the existing property at the I & D surface water plant on Hwy. 21 and Gulfstream Road. This land, owned by Norfolk Southern Railroad, would allow the city property to square off its existing boundaries and also was an ideal site for the new Crossroads wastewater plant. The Crossroads site donated by SEDA was very low and surrounded by wetlands. The elevation of this Crossroads property was at 10 foot Mean Sea Level (MSL). The property adjacent to the I & D Plant was 35 feet MSL. Due to the higher elevation and suitable soils, the foundation cost of the major structural components of the plant would be reduced.

As noted the plant construction project was placed on hold until there were signs of positive developmental plans in progress in the Northwest Quadrant. The original engineering agreement with Hussey, Gay, Bell and DeYoung executed on April 7, 1997 required a design of a 2.0 MGD plant located on the 31-acre site at the Crossroads location. As of this date, developmental interests in the Northwest Quadrant have progressed considerably since 1997. Godley South in Pooler has experienced phenomenal growth and the area is close to build out. All parcels of land in Godley North (City of Savannah) has been sold by IP Realty to potential developers. Development in Godley North, previously inactive, is being influenced by the construction of the Georgia Tech campus at Crossroads and the pending announcement of the Daimler Chrysler plant. Potential flows to this new plant within the next three years are projected as follows:

Existing Flows

- | | |
|----------------|---------|
| • Travis Field | 1.0 MGD |
|----------------|---------|

Projected Flows

- | | |
|-----------------------------------|---------|
| • Godley North | 1.5 MGD |
| • Daimler Plant | 0.7 MGD |
| • Landfill expansion, Southbridge | 1.5 MGD |
| Additions, Crossroads, SPA | |
| Park and Travis Field Growth | |

Total	4.7 MGD
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The 4.7 MGD does not reflect the existing or projected flows from Port Wentworth. Port Wentworth is currently negotiating with Garden City for wastewater treatment services. The Savannah terms to treat Port Wentworth's sewage at this time are being tabled.

As noted in the flow data, both current and projected, even with the existing flow at Travis of 1.0 MGD and the projected Daimler flow of 0.7 MGD the total flow to the new Crossroads Plant will be 1.7 MGD. This 1.7 MGD figure does not include flows that will be generated from new growth in the existing service area which will occur. There is no doubt that once the new 2.0 MGD plant construction has been completed and in operation, the second expansion will be needed almost immediately.

The Crossroads plant was originally designed as a multi-phased project to comply with Amendment No. 5 of the 201 Facilities Plan. Phase 1 was planned for 2.0 MGD with subsequent upgrades up to 4.7 MGD. This original plan did not include the flow diversion from the Travis Field Plant. The Travis Field Plant does not have the capabilities to expand due to lack of available land. In addition there is only one aeration basin which provides no redundancy should emergencies occur. Staff has also analyzed the cost effectiveness of owning and operating two wastewater plants in West Chatham County. EPD requires that all wastewater plants be staffed with certified operators. Operating a second plant in West Chatham would require the addition of three to four new personnel. Besides the annual operational cost and maintenance of operating the second plant, it is more economically feasible to close the old Travis facility and reroute the sewage to the new treatment plant.

Staff has recommended that the original design of the 2.0 Crossroads Plant be increased to 3.0 MGD. By designing and constructing the 3.0 MGD facility now, there will be considerable savings in design, equipment utilization, mobilization, construction administration and management. The 3.0 MGD capacity upgrade now will provide the City the opportunity to monitor future growth in the service area in order to plan any future expansion beyond 3.0 MGD.

The tentative construction completion schedule for the Daimler Chrysler plant is October of 2006. Considering eight (8) months for the design and bidding for phase 1 of CWQCP, this leaves two and a half years to have the plant on line, which will be adequate to meet the Daimler Chrysler construction schedule.

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In order to meet the projected schedule, a new design needs to be prepared for relocating the proposed plant to the new I & D site and for expanding that plant from 2.0 MGD up to 3.0 MGD. Construction services have to be increased accordingly. The attached Amendment No. 4 includes the additional design and construction services for the relocation and expansion of the proposed CWQCP. Amendment No. 4 will increase the total contract amount by \$589,072.00, including \$336,450.00 for design services, \$142,022.00 for construction services, \$38,000.00 for an O&M Manual, and \$72,600.00 for additional support services.

Funds are available for the payment of this fee increase in the CIP account (SW-906-96) for this project.

Approval is requested to execute the attached Amendment No. 4 to the Engineering Agreement for this project. The original contract which was signed with HGBD during 1996 with the subsequent amendments to date totals \$1,004,923.00. Considering this fee was for a 2.0 MGD plant and is seven (7) years old, the \$589,072.00 for this amendment is reasonable.

Please let me know if you have any questions regarding this information.

Attachment - Amendment No. 4

cc: Harry Jue, Water and Sewer Director



REVENUE DEPARTMENT

TREASURY DIVISION

INTER-DEPARTMENT MEMORANDUM

DATE: June 26, 2003

TO: Michael Brown, City Manager

FROM: Buddy Clay, Revenue Director *Buddy Clay*

SUBJ: Applications for alcohol licenses, Petitions 9505, 9506 and 9507
2200 Habersham Street, 825 Tibet Avenue, 9137 White Bluff Road,
Mr. Arvind Patel

In the May 29 meeting of City Council, the subject petitions for alcohol licenses were presented for show cause hearings. At that time Council requested the petitioner to obtain legal counsel and to meet with the Revenue Director to review the areas of concern with the applicants and managers of the various businesses.

Mr. Donnie Gatch has been retained by the petitioner to represent him in this matter. Mr. Gatch was not retained by Mr. Patel until Tuesday, June 3. Mr. Gatch called me on that date and, as a result of our telephone conversation, he wrote a letter requesting that the show cause hearing be postponed until June 26.

Mr. Gatch and I met on Tuesday, June 10, and I reviewed with him the problems with the current applications and the prior history of these three locations. He and I will be meeting with Mr. Patel and the three store managers prior to the June 26th meeting.

In the meeting with Mr. Gatch on June 10, it was stressed that the following problems must be addressed by the owner and that assurances must be given to City Council that all of the problems and areas of concern are resolved. These concerns include the following:

1. ***Inadequate management and on-site supervision by license holder.*** The City would prefer that there be an applicant for each store and that the license holder be on-site daily to supervise staff.

2. ***Failure to report changes in management in the stores in a timely manner and file applications for transfer.*** At the time that the former applicant, Sangita Patel, left the employment of Mr. Arvind Patel, no action was taken by him to ensure orderly transfer of the licenses at the three stores he owns. Untimely, if not improper, reporting of the changes created unnecessary confusion and disorder in the application process.

3. ***Prior applicant/license holder not involved in the daily operations of the stores.*** At the time the applications for Sangita Patel were approved in March, 2002, Council was assured that as the holder of three licenses, Ms. Patel would be actively involved in supervising and managing all three stores and would ensure the operations staff at the three locations would observe all alcohol ordinance requirements. Based on Ms. Patel's statements, this had not been the case since September, 2002.

4. ***Forged signatures on 2003 license renewal applications.*** Sangita Patel stated that she had not signed the renewal applications for the three stores. An examination of the signatures on the applications supports her statement that she did not sign them.

After reviewing these matters with Mr. Gatch, he agreed to discuss the items with Mr. Patel and review each of the current applications with him to ensure their correctness and to ensure his understanding of all requirements under the alcohol ordinance relating to management of the stores and the responsibilities of the management staff of each store.

An appointment was made for Monday, June 23, to meet with Mr. Gatch, Mr. Arvind Patel, the applicant(s) for each location, and the operator/managers for each store. This meeting was held in my office on that date. The outcome of the meeting and my findings are as follows:

1. ***Applicants/managers:*** The applications presently before Council show as applicants Premila Patel for the Tibet location; Dilip Patel for the White Bluff locations; and Kaushal Patel for the Habersham location. Based on Mr. Gatch's knowledge of the applicants and understand of our requirements, he recommended that Premila Patel and Dilip Patel should not be applicants for licenses for any of the stores. These individuals have other business interests and responsibilities that limit their availability for managing the stores. Mr. Gatch recommends an alternative that Mr. Kaushal Patel, who actively manages the Habersham Street store day-to-day, be allowed to be the applicant/license holder for all three locations. He recommended changes in the manager/operators for the White Bluff and Tibet stores as follows: Deepali Patel, a niece of Mr. Patel who resides with him, for the Tibet store; and Mrs. Kailash Patel, the wife of Mr. Arvind Patel, for the White Bluff store.

Mr. Gatch prepared and submitted amended applications for the Tibet and White Bluff stores indicating these changes. Background checks have been performed by the Savannah Police Department and no prior criminal history was found... The amended

applications are attached to this report.

Interviews were conducted with Kaushal Patel, Deepali Patel, and Kailash Patel by me on June 23. Kaushal Patel is related to Mr. Arvind Patel and works in the Habersham Street store daily. He is the primary store manager and has no other employment or business interests. He understands his responsibilities to ensure the alcohol ordinances and state laws concerning dispensing alcohol are observed. Mr. Kaushal Patel, as applicant and license holder for all three locations. Understands his responsibility to oversee the work of the operator/managers of the other two locations.

Ms. Deepali Patel works at the Tibet location 10:00 a.m. to 5:00 p.m. each day. Her responsibilities for ensuring compliance with local and state requirements for dispensing alcohol were explained to her. She understands and speaks English very well and comprehended the questions and instructions given to her. She understands that she must check on the work of other employees; make visits to check on operations in the evenings; and take appropriate disciplinary actions against employees who do not verify age of customers to control sales to minors. Ms. Patel has no other employment or business interests and works only for her uncle, Mr. Arvind Patel, at the Tibet store.

Mrs. Kailash Patel is married to Arvind Patel, resides with him, and is employed and works daily at the White Bluff location. She has some ability to understand and speak English. She appeared to understand and respond appropriately to questions regarding alcohol licensing requirements and her responsibilities as the operator/manger of the store.

2. Timely reporting of changes in management or operations. Mr. Gatch explained to Mr. Patel, with translating assistance from the niece, Deepali Patel, the importance for immediately reporting changes regarding the license holder and/or the operator managers of these three stores. It was reinforced by me through the interpreter that as owner he retains overall responsibility for the operations of these stores and must see to it that they are properly managed and that changes in management are immediately reported.

3. Improperly filed 2003 renewal applications. Mr. Gatch concurred with findings that the renewal applications appeared to be signed by someone other than Sangita Patel. The applications appear to be completed by different persons and her name is entered by whoever prepared each application. Whoever notarized the signatures on the applications notarized the signature of the person completing the application instead of the applicant signature. Mr. Arvind Patel did not understand the severe nature of this matter and probably did not purposely attempt to mislead or deceive in this matter.

According to Mr. Patel, as explained by Mr. Gatch, Sangita Patel was in fact still in the employment of Mr. Patel and was under salary until April of this year. She also is related to Mr. Patel. Because of a disagreement with her uncle, she left her job and

made statements to our office with the intent to cause problems for her uncle. She is no longer living in Savannah and was unavailable to be interviewed. According to Mr. Patel and other family members, Sangita Patel was involved in the business operations early this year, and was definitely involved at the time of license renewal.

RECOMMENDATION: The licenses for the three locations have been surrendered for three months pending this review. Based on Mr. Gatch's recommendations and interviews with all parties, it is recommended that the licenses be reinstated and issued to Kaushal Patel as the applicant and license holder for all three locations with the amended applications accepted indicating Deepali Patel and Kaishal Patel as operator managers for the Tibet and White Bluff locations respectively.